

**ADMINISTRATIVE LEAVE**

It has been recently disclosed that Los Angeles County does not have a countywide policy regarding how Departments use ordered-absence leave. In addition, the Department of Human Resources does not have financial records identifying costs encumbered by Departments that have placed individuals on paid leave.

At last week's meeting, I requested the Director of Human Resources and Auditor-Controller to report back to the Board within 30 days with a list by County Departments, within the past five years, to identify the number of employees placed on paid versus unpaid administrative leave, including the reasons for employees' placement on leave, duration, and the resultant costs. It is important also that a countywide policy be developed regarding administrative leave.

I, THEREFORE, MOVE that the Board direct the Department of Human Resources, Chief Administrative Officer, and County Counsel to prepare a countywide policy regarding administrative leave, and to review the policies of Orange and San Diego Counties, and report back to the Board within 30 days with a recommendation for approval.

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**MOTION**

Molina	_____
Yaroslavsky	_____
Knabe	_____
Antonovich	_____
Burke	_____